

**TOWN OF PEACHAM
SELECTBOARD MEETING MINUTES
Town Hall Meeting Room
Wednesday June 3, 2015 6:30PM**

Present:

Selectboard: Annette Lorraine and David Jacobs

Clerk to the Selectboard: Melissa Laurita Kohl

Public: Road Foreman Jeremy Withers, Mike Bruton

The meeting was called to order by acting Chair of the Board Annette Lorraine at 6:31PM.

1) Additions

- a) Cemetery Tree work

2) Minutes:

- a) Annette made a couple of revisions to the minutes and David made two additions to the cemetery tree work section. Annette moves to approve the minutes of 5/20/15 with revisions and additions. David seconds. So moved.

3) Cemetery Tree Work

- a) Mike that about 5 years a committee was created by Selectboard for cemetery preservation. Has four members currently. What was decided was that the cemetery would do the maintenance themselves provided that the Selectboard approved their yearly budget. This way the tree board and the Selectboard would not interfere with the maintenance of the cemetery.
- b) A lot of concern with taking all of those big trees come down with all of the gravestones in there.
- c) Annette said that the Selectboard does not have the authority to give anyone else - like the cemetery committee - to have the authority to sign contracts or hire people.
- d) Annette said that the cemetery committee is not on our list of town commissions.
- e) David said that the tree board was taking care of those trees as they were never taken care of before. David said that the Selectboard approved the master plan that he had drawn up involving a road and plan. David said that one bid for \$3,700 for one tree is too much. He said that I know that Tracy would do the job for \$1,800 or \$1,900. He broke a stone but his insurance paid \$5,000 for a new stone and Tracy paid the \$500 deductible. Tree Works had a major breakdown of their equipment on their crane and it was so major that they had to get the boom down and take their crane out and send it to MA for a month to get it fixed. That's why Tree Works was unavailable when Cheryl was trying to get the bids.

- f) Annette said that it is within the Selectboard's purview. The Selectboard decided how money gets spent and who it goes to. She said that she is not talking about the autonomy of the cemetery, just about trees. Annette said that the autonomy of the cemetery could be put on a future agenda when Nate was here.
 - g) David said that Cheryl needs to get more bids for the trees. Annette gave her two suggestions, including Tracy St. Louis. David suggested Mike tell her to look into Chris Baldwin who is new to town. David thinks that taking the tree down without a crane, it would be so much less intrusive in there.
- 4) Bob Campbell is not here. Will try to fit him in if he comes later.
- 5) Roller Barn Floor
 - a) Ray Young was happy to take it all on because Nate had too much on his plate. Annette said that the materials were all there but the work was not done yet. Annette will contact Nate and Ray to see when that gets done in a timely fashion so Dick Hovey can get the roller barn ready for July 4th.
- 6) Possible Auditor appointment was delayed until Town Clerk comes.
- 7) Policy Review for Accounting, Auditing and Financial Reporting
 - a) Postponed until the next meeting when the full Selectboard will be here.
 - b) Town Clerk said that can decide to have an outside audit at least every 10 years but can always do it sooner if it feels necessary.
- 8) Matt Kiley not here.
- 9) Town Clerk update postponed.
- 10) Legal help for delinquent tax work - engagement letter for Judith A. Salamandra Corso
 - a) They reviewed the list of names for all of the delinquent taxpayers and their firm does not have any conflict of interest.
 - b) For tax sale activities they accept the standard statutory rate. For other stuff they charge their usual hourly rate of \$150 an hour.
 - c) Nate said that he was going to talk to John Sheehan to make sure that John was on board. Because he is going to need to work closely with the lawyer and Annette wanted him to have a say.
 - d) Annette moves that the Selectboard accept Judith A. Salamandra Corso's firm and to sign the engagement letter. David seconds. So moved.
- 11) Housing Vermont draft proposal for Kinnerson Driveway
 - a) Dave read his draft letter to Housing Vermont.
 - b) Annette made some suggested changes to make it more specific.

- c) Jeremy gave the Selectboard two estimates of the cost of work for the driveway. He said that it is just an estimate, could be a little higher or lower. The estimate included:
 - i) Remove 50 feet of asphalt, replace existing 40 ft culvert and add gravel: \$2,459.44
 - ii) Remove 185 feet of asphalt and add gravel to grade: \$2,200.52
- d) David suggested the town grades the dirt driveway.
- e) Jeremy said that mud season is going to be the tough part. It is not a town road. Would only take minutes to grade but because it's not a town road, going to have an issue from certain people in the community.
- f) Annette said that we could make it a class 4 road. Then we would be responsible for the culvert as well. I am just wondering if we are maybe being too generous.
- g) Housing Vermont want all of the people who use the drive to be involved in its maintenance. When PHA sent it's own proposal, they got absolutely no response.
- h) David will stay on top of Housing Vermont once the Selectboard submits a proposal.
- i) Kinnerson has not done anything to maintain their own driveway. On the one hand they are a nonprofit with no money, but at the same time it is their driveway. The Town will be taking on 90% of the maintenance. Does not want the residents calling Jeremy every time there is a pothole. Annette suggests the Town doing the initial work and then maybe one spring grading and then Housing Vermont takes it over. If the Town invests in tearing up the asphalt and PHA invests in the culvert, then she wants the Town and PHA to be able to use it for a long time.
- j) Mike said that the Town will be using it the least out of PHA and Housing VT. He has an issue with town taxpayers paying for maintenance with a private driveway.
- k) Annette said that the Town uses that for parking for private and town events so it is more than just the cemetery. And someday we may want that access to that field that we own in between Wes Davis's and the cemetery.
- l) Mike said that PHA did not have an agreement to use Kinnerson Drive and then they saw this and got upset.
- m) Annette said that the issue is that the old director was okay with everything and the new director is taking a different stance.
- n) The letter has each party (PHA, the Town, and Housing Vermont) taking on a third of the driveway.
- o) Jeremy said that if the base is mud, the gravel is going to go down and the mud is going to come up and they are going to be driving on mud. Annette wanted to know what the solution would be. Jeremy said the geotec style would cure it but would be a lot more expensive.

- p) Annette asked David about adding that after we grade it in spring PCH is responsible for any other material that they need.
- q) Annette looked into signage and said that Department of Correction signs have preset signs, but if we want custom signs she thinks we have to make it ourselves.
- r) Jeremy said that they could probably make a custom sign. WorkSafe could also make signs. David said on the topic of signs the principal wants signs for the school and Jeremy said that he would work on it.
- s) Annette moves to authorize David Jacobs to sign the final draft of the proposal. David seconds. So moved.

12) Highway Department Update

- a) Craig has been really sick, but everything is going well. The grader is going, the backhoe is going. We're out there. The grader runs most days (except in the pouring rain). Starting hauling sand. Talked to Jeff about helping to flush culverts and he said nose so did their own set up to flush culverts. Will replace worse ones. Jeremy said that as they ditch they are finding more and more culverts. Flushing them out so they work again.
- b) Annette asked if he can get it out or figure it out on some rainy day. Jeremy said he put the posts in and put the sign together. Annette said that Larry Jensen helps the town with IT stuff and would probably love to help. Or Stan. Annette asked Jeremy how to make sure that it cannot be stolen. Jeremy said that the problem with any posts is that they come out of the ground easy. Someone took the Taylor Road sign and left their wrench behind.
- c) Jeremy presented his invoice for the school parking lot for spring of 2015. It came to \$1371.03 for materials, labor, and equipment. David and/or Melissa will share this with Judy. The Town will contribute this work but the school will pay for any future work.

13) Preparations for Academy Hill ditching work

- a) The Town received an Academy Hill Road Drainage & Erosion Project grant.
- b) The grant specifies that you have to accept the lowest bid. The grant says that you need at least 3 bids. Jeremy presented a qualified bidder list.
- c) The work has to be done by September 15.
- d) Jeremy wants a site visit on June 15. Bidders need to be at the site visit in order to put in a bid.
- e) Jeremy presented a request for bids and a scope of work description.
- f) David moves to allow Jeremy to put the job out to bid to the list of qualified contractors. Annette seconds. So moved.
- g) The Selectboard will review the bids at the July 1, 2015 regular meeting.
- h) Annette told Jeremy to specify the minimize sized excavator for the project.

14) Preparations for East Peacham pavement work

- a) Jeremy said that the paving was discussed at the last meeting, but Jeremy was not here.
 - b) This for the Peacham Danville's road from Neil Monteith's this way about 1500 feet. The road is horrific there. A cold space. Jeremy really wants to grind it and build it up a little bit. Grind it and reuse that paving. Pike is going to grind it. Town will follow behind and grade it. Add some material and regrade it. Then they will roll it and compact and repave it.
 - c) The other spot is for East Peacham Road from Peacham Danville Road down 2000 feet. Because the top layer is rolling off can lose new pavement. Need to grind it. Jeremy said that this section has a really good base.
 - d) Annette moves that Jeremy gets Pike to adjust distances enough to get the contract down to \$146,500 for both roads and then she moves that we accept that and any of the Selectboard members can sign the contract. David seconds. So moved.
 - e) Jeremy will email Melissa so that she can post about the road closure(s) as a result of this work.
- 15) David said that Bob Campbell wants to close the transfer station on July 4th and wants to be open on Sunday. David moves to close the transfer station on July 4th, 2015 and to open it on July 5th, 2015. Annette seconds. So moved.
- 16) Review and approve bills
- a) The Selectboard reviewed and approved bills.
- 17) Review correspondence
- a) The Selectboard reviewed and approved correspondence.

David moves to adjourn at 8:45pm. Annette seconds. So moved.